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MEMORANDUM

Human Resources

To: Ron Whitlatch, City Manager
From: Angela Solesbee, HR Director
Subject: Department Update for City Manager Report

Date: October 26, 2026

- Recruitment:
  - No requisitions currently posted.

- Benefits:
  - Open Enrollment closed on October 23rd. While OE was not mandatory for 2027, employees were strongly encouraged to enter the system and review their elections. We had 81% participation with 93 of 115 employees reviewing/changing their enrollments for 2027.

- Classification and Compensation:
  - AFSCME Market Revies, Classification review, and Salary Schedule changes will be completed by November 4th and discussions with AFSCME regarding the results will occur on November 10th during LMC.

- Training and Development:
  - October All Employee training – Discrimination-Free Workplace
    - *Incomplete for 33 employees as of 10/26*
  - October Safety training – Cold Weather Safety
    - *Incomplete for 36 employees as of 10/26*
  - November All Employee training – Cybersecurity – Securing your Devices
  - November Safety training – Blood Borne Pathogens (BBP)

- Performance Management:
  - Discussions regarding moving to electronic evaluations with AFSCME underway.
  - Discussions with Teamsters will commence after finalization of AFSCME process and roll out.
  - Non-Union employee group has moved away from performance evaluations and implemented Performance Goals.